



CITY OF ATLANTA

Job Announcement

ELECTRICAL INSPECTOR, CHIEF

STARTING SALARY: \$44,914

Salary Grade: 23

***Salary Negotiable to \$53,343**

Applications Accepted from: December 12, 2005 until Vacancy is filled.

Minimum Job Requirements *

Persons applying must have a bachelor's degree in Engineering or Building Construction, and five years of progressively responsible management and electrician experience. Equivalent combinations of training and experience will be determined under prescribed guidelines.

Licenses and Certificates

Persons applying for this position must possess a valid GA driver's license at the time of appointment. Must possess a State of Georgia Unrestricted Electrical Contractor's license and State of Georgia Elevator Certification license. Must be eligible to become a Special Police Officer. Supervisory experience required.

Duties of the Job:

This employee manages and directs all electrical inspection operations and activities; develops and administers division policies and procedures; prepares goals and objectives of the division; prepares updates and maintains detailed checklists of tasks performed by the division; provides technical assistance and support to inspectors; develops inspection and other work schedules; interacts with contractors, architects and engineers on the design and installation of mechanical equipment in buildings and to enforce codes; reviews, analyzes and approves architectural and electrical drawings, faulty current studies, mileage reports, injury reports, job specifications and other documents; reviews and approves projects relative to electrical codes of the city; consults with other city agencies to ensure proper enforcement of related codes; investigates complaints/grievances and take appropriate action; reviews plans and specifications to detect violations and enforce adopted codes; prepares technical, divisional and other reports and documents; communicates effectively both orally and written with all bureau personnel, City officials, and outside professionals; supervises assigned staff.

To Apply For This Job

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2107, Atlanta, GA 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation, Gender Identity or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

The hiring authority will contact only those applicants they deem most appropriate for the position within 30 days of the expiration of this bulletin. No other communication will be sent regarding the status of your application.

Verification required prior to appointment.